

LOCAL AUTHORITIES HEALTH AND SAFETY FORUM (LA FORUM)

Minutes of the 10th meeting of the LA Forum held on Wednesday
30 March 2004, Fortune Room, Rose Court, 2 Southwark Bridge,
London SE1 9HS

<u>Present</u>	<u>Representing</u>	<u>Apologies</u>
John Cullen (Chair)	HSE	Alistair Dodds, SoPD
Jonathan Lloyd,	WLGA	Alan Parry, TGWU
Steve Sumner	EO	
Mandy Wright	EO	
John McClean	GMB	
John Holden	IOSH	
Ian Lavery	SoPD	
Joyce Edmond-Smith	HSC	
Hope Daley	UNISON	
John Gregory	TGWU	
Liz Corbett	ACTS	
Jenny Lunt	HSL	
Nikki Hughes	HSE	
Robert Parkes	HSE	
Debbie Thiara	HSE	
Monica Smith	HSE	
Leanne Wilson	HSE	
(Mins. Secretary)		

1. INTRODUCTION

1.1 John Cullen welcomed members to the meeting, in particular Liz Corbett, Jenny Lunt, John Gregory and Monica Smith. Apologies were received from non-attendees.

2. MINUTES OF THE LAST MEETING AND MATTERS ARISING

2.1 Business case for Wales – Jonathan reported that WLGA were developing a framework for annual reporting and a number of approaches were being used to develop the business case. Update to be provided at the next meeting.

ACTION: WLGA

2.2 A business case has been prepared and forwarded to the SOLACE organisers. Awaiting decision as to whether the Forum has a slot at the SOLACE Conference in October 2004. Joyce agreed to speak to Cheryl Miller to check progress. EO and IOSH to consider whether funding available.

ACTION: EO/ IOSH

2.3 Information on the GSE Priority Programme to be put on EO website.

ACTION: HSE Secretariat/EO

2.4 Stocktake questionnaire - EO are developing the audit stocktake questionnaire in line with the Scottish Framework document. Update to be provided at the next meeting.

ACTION: EO

2.5 Responses received from elected members following Joyce's letter were circulated to members. Examples of good practice to be shared and database to be shared with LAU, LGA, LACORS and others.

ACTION: HSE

2.6 Ian and Alistair met with the Scottish Councils to discuss the elected members framework document, which has been revised and sent out to 32 councils. Ian to forward a copy of the framework document to the Secretariat to circulate with the minutes.

ACTION: SOPD/HSE

2.7 EO is working with Cornwall County Council collecting 'real' data to develop tool on Hand Arm Vibrations risk assessments. EO plans to make this available (on cost basis) to LAs.

2.8 Stress and Ill Health guide has now been published and costs £45. It has been widely publicised and distributed by the EO.

3 ACTS- PRESENTATION BY LIZ CORBETT

3.1 Liz Corbett gave a presentation on the ACTS Workplan and in particular work in relation to asthmagens. Her presentation included overheads and copies of these are circulated with these minutes. Members to consider relevance to LA work and for the Forum workplan.

ACTION: All Members

4 PRESENTATION BY JENNY LUNT - HSL

4.1 Jenny Lunt gave a presentation on the scoping study. A copy of the presentation attached to these minutes. Members to consider how this work is to be taken forward.

ACTION: All Members

5 LPSAs

5.1 LA's are currently being invited by the Department for Work and Pensions (DWP) to consider second generation LPSAs, which gives them the opportunity to set health and safety targets. A presentation was made detailing an Occupational Health support model, which will be presented by HSE at a DWP workshop for LAs to be held on the 31 March 2004. HSE agreed to take forward members comment that discussions around LPSAs should fully involve the LAs in the spirit of partnership. HSE to feedback at next meeting.

ACTION: HSE

6. LA FORUM WORKPLAN

6.1 A working group had met to discuss the Forum workplan. It was agreed that long term aims and objectives were still valid. Further work will be undertaken once members have commented on the draft. Copy of the draft workplan to be circulated with these minutes.

ACTION: HSE

6.2 LA Forum successes have been recognised by the HSC Commission and Liz Snape, HSC Commissioner and GSE Priority Programme Champion has been invited to attend the next meeting.

7. EUROPEAN HEALTH AND SAFETY AWARDS

7.1 European Health and Safety Awards included 14 LA winners at regional level. There were no national winners. EO to forward list of the winners to be circulated with the minutes.

ACTION: EO/HSE

8. SHAW SCHEME

8.1 Ian circulated details of the SHAW scheme, which is run in Scotland.

9. ANY OTHER BUSINESS

9.1 HSE asked for volunteer LAs to take part in the CHSPI evaluation. LA employer organisations to forward details of volunteer LAs to Alan Morley (email address: alan.morley@hse.gsi.gov.uk).

9.2 Mandy announced that this was her last meeting. John thanked Mandy for all her hard work and effort, which had been greatly appreciated.

9.3 Date of next meeting: 27th July 2004 in Fortune Room, Rose Court 11am